

March 2020 Marlow Library Trustees Meeting

3/9/2020 at the Marlow Town Library

Present: Jill Sanders, Jeanne Kennedy, Linda Fuerderer & Jennifer Brown. Sandy Salo was absent due to conflicting meetings (but had already dropped off the minutes from February meeting.)

MS Sanders called the meeting to order at 6:33.

Quorum declared.

- The minutes taken at the February 2020 meeting were read.
 - MS Sanders motioned to accept the minutes as written with corrections.
 - MS Fuerderer seconded.
 - Motion passed 3-0.
- MS Fuerderer presented the Treasurer's Report.
- MS Fuerderer reported the balance of our checking account as \$611.57
 - This balance reflects all payments to date including repayment to MS Brown for furniture expenditures.
 - The Savings account has \$4152.56
- MS Fuerderer will make a request for funds from the Town after Town Meeting and the final determination of our 2020 budget.
- MS Fuerderer has not yet returned unspent monies for 2019.
- Waiting for requisition from Town.
- The Marlow Women's Fellowship returned the \$100 the Library sent them for use of the Chapel during closure.
 - MS Brown will send a thank you.
- The Trustees reviewed the Debit Card policy MS Brown adapted from the Town's Credit Card Policy.
 - MS Sanders moved to accept the policy with a revision: Order total should not exceed \$300, instead of \$500.
 - MS Fuerderer seconded.
 - Motion Passed 3-0.
- MS Fuerderer motioned to approve MS Brown procurement of a debit card for library checking account.
 - Ms Sanders seconded.
 - Motion passed 3-0
 - MS Kennedy motioned to accept the Treasurer's Report as written.
 - MS Sanders Seconded.
 - Motion passed 3-0.
- MS Brown presented the Librarians report.
 - Knitting program scheduled for Thursday, March 26th
- MS Fuerderer Suggested using bulk mailing to advertise library programming.
 - MS Brown worried it might too expensive.
 - MS Fuerderer will look into and report at April Meeting.

- MS Brown reported the web site issue had been resolved.
- Erate submission was successful
 - Treasurer should see a \$262.57 deposit into checking account.
 - Money should be returned to Town.

MS Sanders adjourned meeting at 8:25

Next Meeting April 13, 2020 6:30 pm @ the Library.

Respectfully submitted,

Jeanne Kennedy